

Agenda for Earned Value Management System Surveillance Review

March 12th-14th, 2012

Earned Value Management System Surveillance Review
Fermilab Research Alliance, LLC (FRA)
Fermi National Accelerator Laboratory (FNAL),
Wilson Hall One North (WH1N)
March 12th-14th, 2012

PURPOSE:

This will be a formal review of the FRA EVMS Earned Value Management System (EVMS) implemented at FNAL. Discussions will occur and interviews will be performed to determine how the current EVMS works and its implementation across all of FNAL (including such information as accounting, procurement, software tools and interfaces, scheduling, cost estimating, reporting, Control Account Managers (CAMs), work authorization, etc). The outcome of this meeting will be a formal assessment of the FRA EVMS by an independent review team, including corrective actions and continuous improvements.

AGENDA (still in development):

Monday - March 12					
start	end	Subject	Session	Team Members	Location
8:00 AM	9:00 AM	Review Team In-room Setup and Discussions	CLOSED	Review Team	WH1N
9:00 AM	11:00 AM	Welcome / In-Brief / Review (S. Henderson, Directorate) EVMS Description and Procedures Overview (D. Hoffer) NOvA Overview (J. Cooper)	OPEN		WH1N
11:00 AM	12:00 PM	Working Lunch / Team Discussions	CLOSED	Review Team	
12:00 PM	1:30 PM	Interview 1 - Phil Schlabach (S. Saxer/H. Brown)	CLOSED	Review Team	WH1N
1:00 PM	2:30 PM	Accounting/Finance/Budget Interview - M.Rhoades, C.Conger & D.Keiner	CLOSED	Cathy & Sue	WH2NW
1:30 PM	1:45 PM	team discussion / travel	CLOSED	Review Team	
1:45 PM	3:15 PM	Interview 2 - Ken Heller (W. Freeman)	CLOSED	Review Team	WH1N
3:15 AM	3:30 AM	team discussion / travel	CLOSED	Review Team	
3:30 AM	5:00 PM	Interview 3 - Leon Mualem (S. Saxer/C. Vendetta)	CLOSED	Review Team	WH1N
5:00 PM	6:00 PM	Review Team Meeting	CLOSED	Review Team	
6:00 PM	6:15 PM	Daily Out-Brief (informal)	OPEN		WH1N

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Tuesday - March 13					
start	end	Subject	Session	Leader	Location
8:00 AM	8:30 AM	Review Team Preparation	CLOSED	Review Team	
8:30 AM	10:00 AM	Interview 4 - Stuart Mufson (H. Ferguson)	CLOSED	Review Team	WH1N
10:00 AM	10:15 AM	team discussion / travel	CLOSED	Review Team	
10:15 AM	11:45 AM	Interview 5 - Pat Lukens (W. Freeman)	CLOSED	Review Team	WH1N
12:00 PM	1:00 PM	Working Lunch / Team Discussions	CLOSED	Review Team	
1:00 PM	2:30 PM	Interview 6 - Paul Derwent (S. Saxer/H. Brown)	CLOSED	Review Team	WH1N
2:30 PM	2:45 PM	team discussion / travel	CLOSED	Review Team	
2:45 PM	4:15 PM	Interview 7 - John Cooper	CLOSED	Review Team	WH1N
4:15 PM	6:00 PM	Review Team Meeting	CLOSED	Review Team	
6:00 PM	6:15 PM	Daily Out-Brief (informal)	OPEN		

Wednesday - March 14					
start	end	Subject	Session	Leader	Location
8:00 AM	10:30 AM	Data Traces/ Team Discussion / Report Prep			
10:30 AM	11:00 AM	Out-Brief	OPEN		WH1N
11:00 AM	12:00 PM	Working Lunch / Team Discussions			